Eastern West Virginia Community and Technical College

Board of Governors

Meeting of March 16, 2011; 12:00 pm

Eastern Campus; Moorefield, WV

MINUTES

Attending were:
F. Shanholtz; R. Hott; D. Bean; S. Sherman; S. Staley; P. Shrader; D. Lambert; W. Malcolm; P. Reardon; Sid Valentine; C. Terrell; and Dreama Kelly, Recorder.
Not attending were:
R. Tissue; M. Turner; R. Gillespie; and C. Durst.

I. Call to Order – F. Shanholtz
The meeting was called to order at 12:05 am by Chair Shanholtz.

II. Presentation: Statewide Workforce Update: Sid Valentine

- *The Board was introduced to Mr. Valentine.*
- *Mr. Valentine continued to inform the Board that the Chancellor's office is an oversight team for the CTCS.*
  - *Discussed Third Party Program Agreements*
  - *HB 3009: this is a 50/50 match grant can double the training hours: can match cash; In-Kind new/used equipment has different guidelines*
  - *Technical Program Grant: Gives 220K to start up a new program – most institutions use this to hire their instructors and then apply for Advance grant for equipment.*
  - *Series 3: allows giving credit for conversion from WF to Credit. Have the option to grant partial credit*
  - *Skill Sets: students can attend graduation after completing Skill Set Certificate*
  - *Academics vs. Workforce: the best way to get our institution growing is to get the Workforce Department 'driving' to the business – fixes: faculty problem, retention problem, space problem, student to faculty ratio – we'll bring our services to you paid for by the State*
  - *Any of our schools are well within their rights to start a new program without any prior approval – there is a 3 year post program audit. All programs should get people a job or it will not be funded.*
  - *Discussed 2 vs. 4 year degrees and Technical Training Programs*
  - *Stated that 'You will build your college through Workforce because this is where your access is".*
  - *Learn/Earn: use to offset costs of interns*

III. *Action Items:

*A. *Approval of the January 19, 2011 Minutes*
The 1/19/11 minutes were approved as presented.
Motion: P. Shrader
Second: D. Bean.
Motion carried.

B. * Harold Michael award nomination for the April 22, 2011 Award Ceremony.
The Board agreed for Chair Shanholtz to appoint members to this nominating committee. The Board will follow the recommendation of the Committee and set a meeting date to name the 2011 award recipient.
Motion: D. Lambert
Second: R. Hott
Motion Carried.

C. *Budget & Tuition Recommendations from the Finance Committee

1) *Salary Enhancement: recommendation of the FC, in order to fulfill Eastern's obligation to the Governor's office that the salary enhancement, be revoked 6/30/11*

2) *Salary Increases FY12: recommendation of the FC that appropriation of necessary funds be granted to align Classified Employees in appropriate step toward being fully funded and that the Faculty and Non Classified staff be given a 3% increase.*

3) *Tuition Increase: Recommendation of the FC that the tuition increase be increased from $86 to $91 per credit hour which is a $5.00 increase per credit hour.*

4) *FY 2012 Budget: recommendation of the FC that the FY 12 Budget be approved as presented by P. Reardon.*

Received a motion that the Board of Governors accept and approve the Finance Committee's recommendations as outlined above.
Motion: D. Lambert
Second: R. Hott
W Malcolm and P Shrader abstained from the vote.
Motion carried.

D. Second Quarter Financials:
P. Reardon presented an overview of the preliminary budget and entertained / answered questions. Following discussion, the Board approved the financials as presented.
Motion: Dixie Bean
Second: Scott Sherman
Motion carried.

E. *Higher Learning Commission Progress Report:
Dr. Terrell presented an overview of the Progress Report and discussion followed.
Motion: S. Sherman
Second: R. Hott.
Motion carried.

IV. President's Report :

A. Strategic Plan:

Strategic Goals
GOAL 1 Produce graduates with general education and technical skills needed to be successful in the workplace or subsequent education **Enrollment report Spring 2011 – Headcount: 607 ; FTE:341.8** **Graduate report – 33 of 57 Graduates attending the May, 2011 ceremony** Discussed the importance of noncredit conversion from WF, headcount will increase.
GOAL 2 Provide Workforce Development programs that meet the demands of West Virginia's employers and enhance West Virginia's economic development efforts **Moorefield Training Center** **Petersburg Technical Center: Administrative support will be hired for this center** **Dean of Career, Technical and Workforce Education: Ward Malcom will join the President's Cabinet as an Appointment by President Terrell – discussed potential 'fallout' due to lack of a MS degree** **Chambers of Commerce** **Grant County: Dr. Terrell toured Grant County with Ed Fischer. Plans are underway to partner with our fellow colleges for programs already in**
GOAL 3 Provide access to affordable, comprehensive community college and technical college education in all regions of West Virginia **School divisions** **Meeting with ABE State Director "middle college concept"**
GOAL 4 Provide Resources to meet the needs of community and technical college students and employees **Tuition increase recommendations**

V. Miscellaneous:

- *"Go Green": The Board agreed to 'Go Green' – agendas will be sent to members electronically and the President's Office will provide a projected agenda during meetings.*
- *Dr. Terrell recognized Penny Reardon's excellent presentations and applauded Penny for her excellent service to the College.*

VI. Next Meeting: **April 20, 2011 – 12:00 pm** Eastern Campus – pending agenda
May 18, 2011 - 12:00 pm Eastern Campus

VII. Adjournment:
Motion: Robert Hott
Second: Douglas Lambert.
Motion carried and the meeting was adjourned at 2:10 pm by Chair Shanholtz.

Respectfully Submitted by Dreama Kelly, Recorder

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Faron Shanholtz, Chair	*Approval Date*